

City of Helena Preliminary Biennial Budget FY2020 & FY2021

PRESENTED BY THE CITY MANAGER'S OFFICE



2019-2021 STRATEGIC PRIORITIES



The Commission's Vision for The City of Helena

Our shared vision is to deliver cost effective and responsive services to residents, businesses and community partners, to enhance public facilities, to be responsible stewards of natural resources and public funds, and to do so through customer service that is second to none.

	Complete by	Goal/Strategies
<input type="checkbox"/>		GOAL: Exemplify a culture of responsive customer service. Be the gold standard of municipal services customer interactions
<input type="checkbox"/>		GOAL: Achieve stability and growth and provide predictable and adaptive municipal services
<input type="checkbox"/>		GOAL: Seek value driven public investment by impact driven personnel, activities and services

THE BIENNIAL BUDGET

- ✓ IS A TESTIMONY OF WHAT TAX PAYERS WANT IN EXCHANGE FOR THE TAXES, ASSESSMENTS, FEES, RATES, THEY PAY.
- ✓ IS NOT JUST A FINANCIAL DOCUMENT, IT IS A DESCRIPTION OF WHAT IS IMPORTANT TO THE RESIDENTS AND LEADERSHIP OF THIS CITY.
- ✓ BASED ON VALUES – SAME AS OUR STRATEGIC PLAN

FOUR VALUES (RIPA)

1. **R**ESPONSIVE

2. **I**MPACTFUL

3. **P**REDICTABLE

4. **A**DAPTIVE

1. RELIABLE SERVICES- LOS

Making sacrifices- CMO, Parks, Transit, Art, HCC

Postponing what we can- Fund 440 , PD and FD

Addressing vacancies- FD, HPD

- Elimination
- Freezing
- Phasing out .5 PD FTED through attrition

Pushing the branch- Civic Center

Also: Increased Capacity

Increasing capacity (18)- FTE count. Page 10

Position	Funding Source
City Attorney – Legal Admin. Asst. City Manager - Sustainability Resiliency Coord- 50% Comm. Dev. – Dev. Services Engineer (.5 FTE) Police - New Officers (2 FTE)- current positions	General Fund and Enterprise Funds General Fund General Fund and Enterprise Funds General Fund
Public Works - Public Information Officer	Enterprise Fund
Public Works - GIS Coordinator	Enterprise Fund
Public Works - Street Operators (5 FTE)	Enterprise Fund
Public Works - Street Supervisor	Enterprise Fund
Public Works - Street Traffic Control Tech. Public Works - Code Enforcement (1 FTE)	Enterprise Fund Enterprise Fund
Public Works - Solid Waste Operator (2 FTE)	Enterprise Fund
Public Works - Water Plant Mechanic	Enterprise Fund
Urban Forestry - Arborist (1.75 FTE) Open Lands – District Maint. Tech. (.60 FTE)	Enterprise Fund Enterprise Fund

2. IMPACTFUL SERVICES

GENERAL FUND	OTHERS
Sustainability Resiliency Officer	Streets AND sidewalks
Development Engineer- Housing	Code Enforcement
Increased capacity of City Attorney	Urban Forest Manager
Downtown	PIO
	Solid Waste

3. PREDICTABLE SERVICES

The definition of predictability is “consistent repetition of a state, course of action, behavior, or the like, making it possible to know in advance what to expect.”

Residents want to know that services will be there, rain or shine.



Our Crystal Ball

1. Built In Resilience: 21% Reserves (page 69)
2. Biennial Planning/Budgeting
3. GFR= GFE
4. Five Year Strategy

5- Year Financial Strategy

1. Protect RESERVES- 21%. Page 69
2. Invest the Fund Balance wisely- FLOOR: 1M
3. Spend only what you have E=R
4. Segregate the General Fund from other Funds (A \$1 is not \$1)
5. Identify and Monitor Target Funds: Civic Center, Golf, Parking, Transit, 9-1-1.
6. Quarterly Financial Reports

4. ADAPTIVE SERVICES

New Initiatives:

Technology

Police Officer Temporary Staffing
(2)

Development Services
Engineering Staff

Downtown Initiative

Procurement Services

Code Enforcement – Streets and
Sidewalks

Formal Snow Operations

Formal Sidewalk Operations

Capital Improvements to Utilities

More Robust Open Lands
Program

More Robust Urban Forest
Program

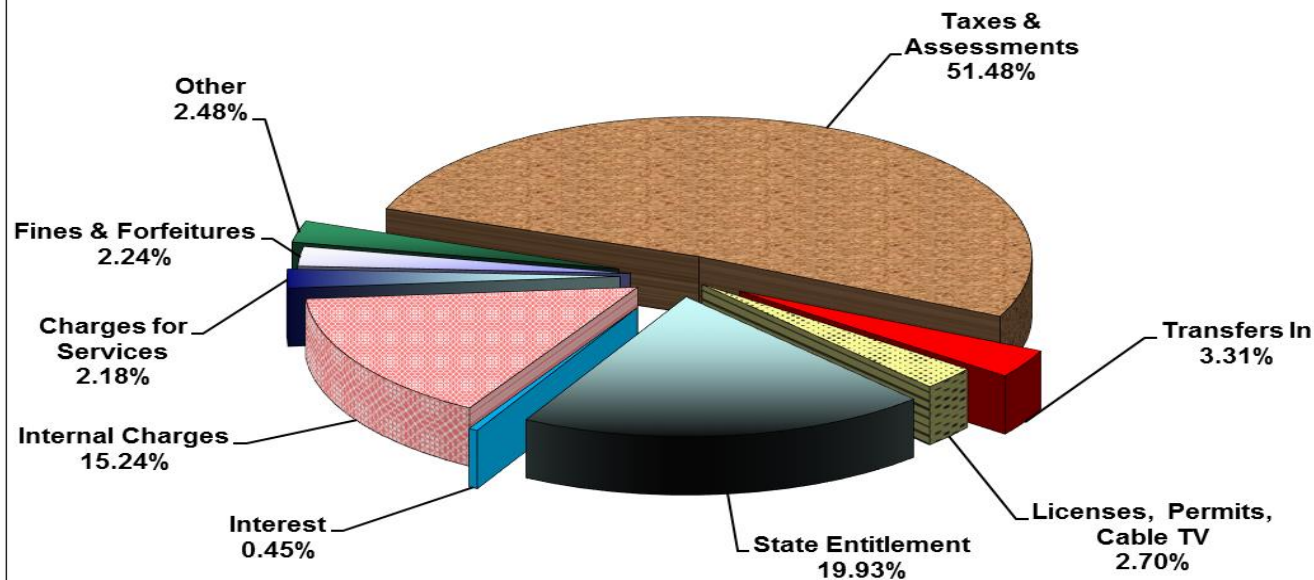
Transportation Redesign

Commission Priorities							
		2020			2021		
		GF- POCKET 1	FB- POCKET 2	EF	GF- POCKET 1	FB- POCKET 2	EF
1	Utilities for Pet Cemetery	\$ 1,000.00			\$ 1,000.00		
2	IT Priorities: Security	\$ -	\$ 33,000.00	\$ 33,000.00	\$ -	\$ 33,000.00	\$ 33,000.00
3	IT Priorities: Upgrades	\$ 22,500.00	\$ 22,500.00	\$ 47,500.00	\$ 22,500.00	\$ 22,500.00	\$ 47,500.00
4	IT Priorities: Capacity Building	\$ 15,000.00		\$ 15,000.00	\$ 15,000.00	\$ -	\$ 15,000.00
5	Fountain	\$ -	\$ 5,000.00		\$ -	\$ -	
6	Downtown Initiative	\$ -	\$ 50,000.00	\$ 150,000.00	\$ -	\$ 50,000.00	\$ 150,000.00
7	Housing Access/211/Referral		\$ 30,000.00			\$ 30,000.00	
8	HPD: FORMALIZING + 2	\$ 170,000.00			\$ 170,000.00		
9	HPD: PHASING OUT .5		\$ 42,500.00				
10	PROCUREMENT OFFICER	\$ -		\$ 25,000.00	\$ 18,000.00		\$ 72,000.00
11	CD ENGINEER- DEVELOPMENT SERVICES	\$ 28,500.00		\$ 28,500.00	\$ 57,000.00		\$ 57,000.00
12	Code Enforcement (SNOW AND TRIP)	\$ -		\$ 65,000.00	\$ -	\$ -	\$ 65,000.00
13	TRANSIT STRATEGY	\$ -	\$ 30,000.00		\$ -	\$ 30,000.00	
14	HOUSING STRATEGY	\$ -	\$ 30,000.00		\$ -	\$ 30,000.00	
15	NEW AND RECLASS POSITIONS	\$ 32,320.00		\$ 856,158.00	\$ 32,320.00	\$ -	\$ 856,158.00
	TOTAL NEW REQUESTS	\$ 269,320.00	\$ 243,000.00	\$ 1,220,158.00	\$ 315,820.00	\$ 195,500.00	\$ 1,295,658.00



General Fund Overview: Where Does the \$ Come from?

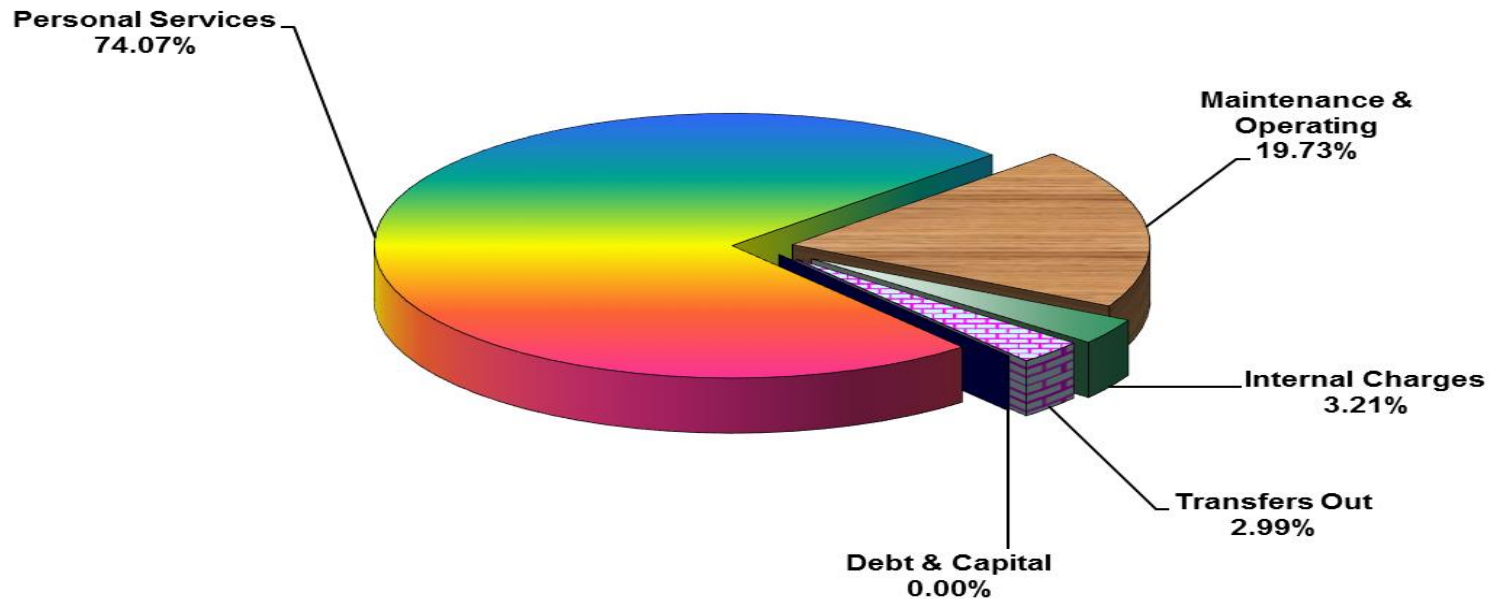
FY 2020 GENERAL FUND REVENUES BY CATEGORY



22.4M

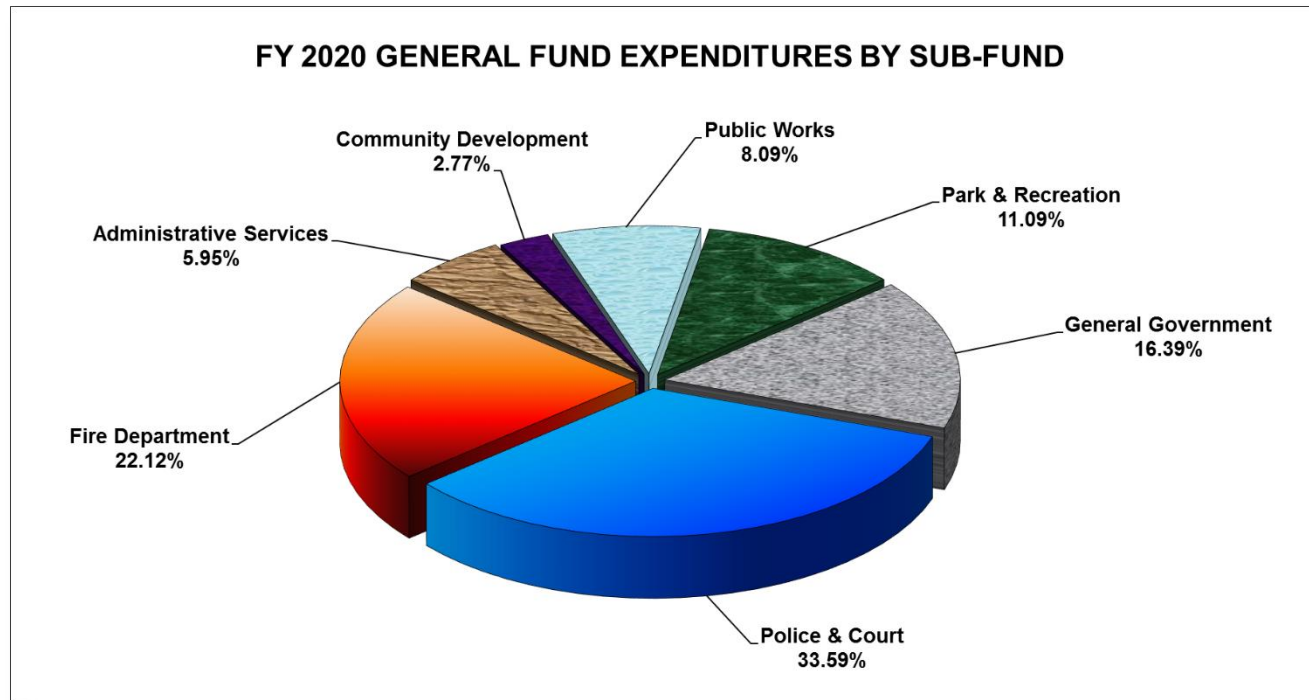
General Fund Overview: Where Does the \$ Go?

FY 2020 GENERAL FUND EXPENDITURES BY CATEGORY



22.4M

More Detail



BIG PICTURE- GENERAL FUND

	2020	2021
REVENUES	\$ 22,394,811.00	\$ 23,032,868.18
EXPENSES	\$ 22,417,383.40	\$ 22,564,380.00
R-E (FROM FB) [POS TO FB]	\$ (22,572.40)	\$ 468,488.18
RESERVES 21%	\$ (4,707,650.51)	\$ 30,869.29
BEGINNING CASH	\$ 5,217,832.00	\$ 487,609.09
ENDING CASH/FUND BALANCE- GOAL 1M	\$ 487,609.09	\$ 986,966.55

RESTRICTED FUNDS

PAGE 35-36

WORKING ON YEAR 2

FURTHER DETAIL 39-42

Preliminary Biennial Budget: 2020 + 2021

Capital Asset Management

Comprehensive Capital Inventory Program (CCIP)

1. Capital Improvement Projects (CIP)
2. General Inventory (widgets)

Summer 2019

City of Helena Preliminary Biennial Budget FY 2020, 2021

PATH

- Policy Framework: Feb, 2019
- Policy Direction: Feb through present
- Joint City-County Budget session: April 2019
- Preliminary Budget: May 20, 2019
- Last Day to tie loose ends: June 5, 2019
- Budget Hearing: June 24, 2019
 - Accept additional public input; finalize and adopt budget
- Resolution of Intent (rates): July 15, 2019
- Public Hearings on Rates: August 26, 2019

ASK

Move to accept the FY 2020 AND FY 2021 Preliminary Biennial Budget
Move to direct staff to bring the FY 2020-2025 CCIP Plan no later than 12/31/2019